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## OVERVIEW

Orientation is often the first time potential adoptive parents receive information about the adoption process. This is a critical presentation to assist each individual in making a decision to proceed with the process of adoption.

A family must attend an adoption orientation provided by a child placing agency prior to approval for adoption.

## ORIENTATION INFORMATION

Potential adoptive parents must be provided with the following information at orientation:

- Characteristics of available children.
- A description of the adoption process and services available to the child and family.
- Contracted agency's program statement, policies and procedures.
- A description of the adoption legal process.
- Training requirements for adoptive parents.
- Post adoption service availability.
- DHS Publication 255, Michigan Department of Health and Human Services Adoption Program Statement.
- DHS Publication 823, Adopting a Child in Michigan.
- DHS Publication 538, Michigan's Adoption Assistance Programs.
- DHS Publication 439, Release of Information.

A contracted adoption agency shall, upon request, provide a DHS 3153-A, Adoption Application, to an interested family.

An agency may consider an application withdrawn after 90 days if the applicant fails to cooperate with the completion of the evaluation process.

**Contracted  
Adoption Agency  
Orientation**

For contracted adoption agencies, orientation expectations in the current adoption contract must be followed. Adoption contractors must provide written information to prospective adoptive families indicating that “there are no fees for adopting a Michigan Department of Health and Human Services (MDHHS) child or child placed under contractual care with a private agency by MDHHS.”

If fees are assessed to the family, the contracted agency must reimburse the family any fees charged when an adoption is finalized. The family is entitled to a full and prompt refund at the time of adoption finalization.

If the family has not received a refund, they may contact the manager of the adoption program office at the MDHHS central office.